



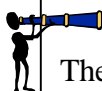
Chapter 4

Occupational Medicine



Purpose:

This chapter describes how DOE-RL and its Contractors fulfill their responsibilities to their employees with regard to on-the-job medical provisions.



Scope:

The material covered in this chapter addresses all of the following topics:

- ❖ Requirements
- ❖ Treatment
- ❖ Health Examinations
- ❖ Facilities
- ❖ Records
- ❖ Emergencies
- ❖ References
- ❖ Attachments



Requirements:

1. *Medical Practitioner:* The program shall be directed by a fully qualified, licensed, medical practitioner. The size of the staff shall be determined on the bases of the number of employees, hazards of the work, degree of isolation, and all other factors which may affect the need for occupational medical services.
2. *Medical Staff Members:* All medical staff members shall be competent and licensed in their professions.
3. *Medical Facilities:* Facilities with regularly assigned medical personnel shall be adequate (size, equipment, location, etc.) for both emergency treatment and routine examinations. See Attachment 1.
4. *First Aid Facilities:* When staffed with people currently certified by the Red Cross, the Bureau of Mines, or equivalent, First Aid facilities will augment the professional staff where and/or when the number of employees does not justify a full-time professional medical representative. A registered nurse may be in attendance part-time. See Attachment 1.
5. *Ambulance Service:* At Hanford, ambulance service is provided by the Fire Department, and is available for the emergency



transportation of all seriously injured or ill personnel. This service will not be used for other than true medical emergencies. The respective contractor will provide transportation for other injured or ill personnel. In town facilities shall use the services of the Richland Fire Department. See Attachment 1.

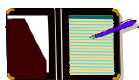
6. *Education:* A health and hygiene education program shall be conducted with particular emphasis on:
 - a) Subjects pertaining to important aspects of the work environment.
 - b) Major health problems in the general population.



Treatment:

1. All industrial injuries and illnesses shall be diagnosed and treated by the authorized first aid and/or medical staff. Patients who require treatment beyond the capabilities of the facility, or for whom additional medical consultation is needed, will be referred to appropriate off-site medical care.
2. The goal of medical treatment for occupational injuries and illnesses is rehabilitation, i.e., to return employees to their regular assignments with no restrictions or impairments which would affect performance of their duties.
3. The supervisor of an employee suffering from an industrial injury or illness shall be kept informed of the employee's condition, referrals to other medical facilities, and anticipated return to work. This information may be passed through the responsible safety representative.
4. Non-occupational injuries and illnesses will be treated only for:
 - a. Emergencies until the patient can be transferred to the care of his or her personal physician.
 - b. A relatively minor and simple condition, when treatment will enable the employee to continue work without loss of time.
 - c. The administration of preparations for the control of chronic health problems (e.g., allergy desensitization) authorized in writing by the patient's personal physician.

Non-occupational injuries and illnesses will not be treated on a continuing basis. The patient will be referred to his or her personal physician.



Health Examinations:

1. Pre-employment and/or pre-placement physical examinations will be performed on new employees as scheduled by their respective personnel offices. Recommendations concerning restrictions, which may affect job placement or performance, will be forwarded as the contractor's management directs. However, the information must reach the responsible job supervisor as soon as possible.
2. Periodic examinations shall be performed on DOE-RL and contractor personnel on schedules recommended by Medical and agreed to by the respective organizations.
3. Terminating employees shall receive termination interviews and/or examinations as agreed to by Medical and the respective organizations.
4. Special examinations for return to work, disability evaluation, and special job classifications shall be performed as determined by Medical or the respective organization.
5. Physical examinations shall be performed for construction contractor employees if:
 - a. They work, or are expected to work, in a radiation control area for a commutative period of two weeks or more.
 - b. They may be exposed to significant levels of toxic materials, to high noise levels, or to other harmful chemical or physical agents as determined by an industrial hygienist or safety engineer and with medical evaluation as needed.
 - c. Their fitness to perform the job safety is in doubt.

Construction employees shall be examined upon termination only on an individual basis when deemed necessary by the contractor or DOE-RL. Medical will recommend periodic examinations of construction employees on an individual basis.

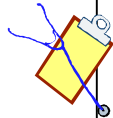


Facilities:

1. Primary medical facilities are maintained at the Hanford Square I Facilities and in Richland and Kadlec Hospital. Two additional hospitals are located in the cities of Kennewick and Pasco. Facilities at both locations are adequately equipped and staffed for required physical examinations and the above-specified medical services.



2. Other medical facilities will be staffed and equipped as justified by the population and the work demands.



Records:

1. Medical diagnoses and results are confidential and may be released only with a permit signed by the employee. Medical will recommend work restrictions and job placement based on health status determined by any required examination.
2. Medical records shall be kept according to the best current practice to support job placement and preventive medicine and to meet legal requirements for permanent records and confidentiality. See Attachment 1.



Emergencies:

General

DOE-RL is required to provide a safe and healthy work environment. Individual employees are responsible for being aware of and following applicable safety requirements. Health and Safety Orientation, which is offered within the first few days of employment outlines the safety responsibilities. Additional training is dependent upon the employee's assignment and potential for exposure to specific hazards. The supervisor will provide information about the training necessary for each position.

Employees may stop work any time they observe a behavior having the potential for causing immediate injury, death, and/or destruction of government property. The division safety monitor is the initial point of contact for matters concerning the correction of routine safety and health issues. Requests for inspection or reports of unsafe or unhealthy working conditions are to be made to Director, Quality, Safety, and Health, Federal Building, Room 504, or by telephone (376-7461). If the action to resolve the deficiency is seen as inadequate, employees may file either a written or verbal complaint with the RL Employee Concerns Office (376-1934, Hotline or 376-1610/376-0000, Person). Such complaints may remain confidential, however, specific information must be given so that the problem areas can be identified and corrective actions taken.

Industrial Safety

Employees sustaining on-the-job injuries or having health concerns believed to be work related must report these to the supervisor as soon as possible following the incident. First aid assistance is available at the Health Services Centers (HSC). Employees may be referred for further medical attention, if necessary.



Claims for work-related injuries must be reported to HRD by completion of form CA-1, Federal Employees Notice of Traumatic Injury and Claim for Continuation of Pay by the employee and supervisor. Injuries sustained in the performance of duty are covered unless caused by willful misconduct, drugs or alcohol. Determinations are made by Office of Workers' Compensation Programs (OWCP). Further information may be obtained from HRD.

General safety and health requirements for various facilities on site are clearly posted, as is the required personal protective equipment (e.g., safety glasses, and hard hats). Individuals will not be able to enter certain areas without the necessary training (and certification, when required), facility orientation, and equipment. Information on required personal protective equipment would be provided at the job-specific orientation.

Occupational Medicine / Industrial Hygiene

Certain federal employees are required to obtain medical evaluations from on site medical contractors to determine health status and permit early detection of the effects of hazardous working conditions. Employees are scheduled for medical evaluations depending on their risk assessment and the potential exposure from work site hazards. Other employees may elect to receive evaluations at a medical service contractor. There is no charge to the employee for this evaluation.

Employees requiring first aid or medical services are encouraged to seek assistance at one of the HSCs located in most areas of the Hanford Site. The HSCs are staffed by Occupational Health Nurses and provide minor first aid treatment, work restriction review, and health promotion and wellness information. The reports of job-related injuries and illnesses are initiated after each visit to a HSC, but also must be reported to the supervisor. The location and hours of operation of these facilities are as follows:

<u>AREA</u>	<u>FACILITY LOCATION</u>	<u>HOURS OF OPERATION</u>	<u>PHONE</u>
100	1115N	7:30-4:00 M-F	373-1695
200E	2719EA	7:30-4:00 M-F	373-2314
200W	2719WA	7:30-4:00 M-F	
300/400/ 700/3000	KADLEC HOSPITAL	24 HOURS	
300/400/ 700/3000	HANFORD SQUARE I	7:30-4:00 M-F	376-6981

During off-hours treatment can be received from the Hanford Fire Stations (100,200, and 300 Areas). Medical emergencies should be telephoned to



911. A Hanford Fire Department ambulance staffed with paramedics will be dispatched to the scene to respond to the emergency. Employees are discouraged from driving themselves. If another employee or supervisor transports the employee, they must be aware of the assumed liability. This is also discouraged. If a person(s) is radiologically contaminated they will receive treatment at the Emergency Decontamination Facility adjacent to Kadlec Hospital in Richland.

Radiological Safety

Certain areas on site may post a hazard because of the presence of radioactive material or radiation-generating devices. These areas are well marked and surrounded with some type of barrier. Employees are prohibited from entering posted radiation areas without a specific purpose that cannot be accomplished without entering the area. Employees must have the required dosimeter, protective clothing, and training to enter the area. Individuals requiring a dosimeter will be asked to provide information concerning occupational radiation exposure histories. The supervisor will assist in determining the appropriate levels of training required. Contact DOE Training Office (372-3884) to schedule a date for this training and to obtain information on the time and location.

Should an employee detect or receive radioactive contamination on their person, they shall stay where they are and follow the contractors Radiation Control Guide.

Hanford Medical Service Contractor maintains an Emergency Decontamination Facility (EDF) behind Kadlec Hospital and Medical Center. The EDF is activated for injured employees who are radioactively contaminated.

It is DOE-RL management's' commitment that each employee's exposure to radiation (and other hazardous materials) be maintained as low as reasonably achievable (ALARA).

Emergency Preparedness

The Hanford Site Emergency Preparedness Program is in place to protect onsite personnel, offsite populations, and the environment. For more information on Emergency Preparedness Program requirements, see DOE O 551.1, "Emergency Management System." The key to initiating emergency response is proper, timely notification of the emergency. In case of an emergency, dial 911 on the telephone to report and obtain assistance for fires, medical emergencies, hazardous materials releases, or any other emergency situation requiring fire department or law enforcement response. See Chapter 9, section entitled "Chemical Compatibility" for additional



information.

All employees should be familiar with building hazards; location of exits; building alarms; building location/street names; location of staging areas; location of facility emergency equipment; and the location of first aid stations. All facilities are required to maintain building emergency plans or emergency response information boards to provide information on emergency signals, utility disconnects, building emergency organization, evacuation routes and other pertinent information. Employees should take time to familiarize themselves with this information.

In case of an emergency that could pose a danger to staff, one or more of the following methods will notify employees working onsite:

1. The appropriate alarm
2. The crash alarm phone system
3. A message from their Building Emergency Director or Building Warden
4. A priority message.

If required to evacuate, calmly leave the building, go straight to the designated staging area and follow the instructions of the emergency response personnel in the area.

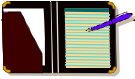
Employees notified to take cover are to go inside the nearest building and stay inside, closing all outside doors and windows, and turning off the ventilation, if possible. Do not leave the building until it has been declared safe to do so.

A recording of the different types of notification systems onsite and the general actions required in response to the alarms may be heard on 373-2345.

Fire Prevention

To minimize the risk of fires, work areas must be uncluttered and free of combustible materials. Any source of heat constitutes a potential fire hazard. Employees must become familiar with the fire evacuation plan for their building and work area. These plans are posted on bulletin boards or near the exits of the various buildings.

To report a fire, telephone 911 and identify the exact location of the fire, including the building number, and provide any additional information requested by the Fire Department. 811 may be dialed if using a telephone on the Hanford Site.



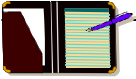
References:

- ❖ “Contractor Occupational Medical Program,” describes the minimum requirements for a contractor occupational medical program.
- ❖ DOE Order 3790, Chapter VIII series describes the medical program for DOE employees. It is similar to, and compatible with, the program for contractor employees.



Attachments:

- ❖ Attachment 1: *Occupational Medical Information*



Attachment 1:
Occupational Medical Information



On the form below, please insert the applicable information as a ready reference.

Facility Name:			
Medical Subject:	Phone #	Initial:	Date:
Medical Facility			
First Aid Facility			
Ambulance			
Medical Records			